STATE OF CALIFORNIA

MEMO



To : FISCAL COMMITTEE Date: December 27, 2017

VICTORIA RUSNAK, CHAIR

ANTHONY A. BATARSE, JR., MEMBER

From: ROBIN PARKER

DAWN KINDEL SUZANNE LUKE

Subject: STATUS REPORT CONCERNING THE BOARD'S FINANCIAL

CONDITION FOR THE 1ST QUARTER OF FISCAL YEAR 2017-2018 AND STATUS ON THE BOARD'S COLLECTION OF ITS ANNUAL FEES

The following is a financial summary of the Board's expenditures and revenues through the 1st quarter of Fiscal Year 2017-2018.

Expenditures Revenue

Budget Appropriation	\$1,571,463	Beginning Reserve Balance	*\$2,016,910
Expenditures	\$365,475	Revenues	\$1,265,235
Unexpended Appropriation	\$1,205,988	Total	\$3,282,145
·		Current reserve balance	\$2,916,670

The Board expended 23% of its appropriated budget through the first quarter of fiscal year 2017-2018.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

In addition, the Board's annual manufacturer/distributor fee collection which began in August of this year is nearly completed. The Board invoiced 157 manufacturers, and one payment is still outstanding. When the last payment is received, a total of \$1,089,975 will be collected.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 323-1536 or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Ramon Alvarez C., President

		Notor Vehicle I						
	Revenue	e and Expenditur	es July 1, 2017, th	rough Septe	mber 30, 2017	7 - (25% of fisc	al year)	
			2015-2016		2016-2017		<u>2017-2018</u>	
	D) / E0	8000	004 404		4 544 000		0.040.040	
BEGINNING RESE		*	884,431		1,541,923		2,016,910	
Prior Year Adjustr		*	<u>135,308</u> 1,019,739		<u>-101,585</u>		0 040 040	pending
Adjusted Beginn REVENUES	iling balance		1,019,739		1,440,338		2,016,910	
NMVB Fees an	d Misc Pay	anua ,				,		
	100 Dealer I		817,746		853,933		184,137	
	200 NMVB F		11,400		16,400		3,800	
	300 NMVB A	,	969,150		1,088,652		1,077,106	
		aneous Services	1,309		4,224		192	
	000 Arbitrati		2,933		3,142	!	0	
Total Revenue		on rogram	1,802,538		1,966,351		1,265,235	
rotal nevenue	•	s	1,002,000		1,300,301		1,200,200	
Д	Adiusted Beai	nning Balance	1,019,739		1,440,338		2,016,910	
Totals, Resourc		, , , , , , , , , , , , , , , , , , , ,	2,822,277		3,406,689		3,282,145	
			,=,		,,		0,202,110	
EXPENDITURES				8				
Payroll Expen	se (include	d benefits)						
	Budgeted		1,269,470		1,300,855		1,308,275	
	xpended		998,900	79%	1,115,388	86%	269,194	21%
Operating Ex	pense and I	Equipment	· · · · · · · · · · · · · · · · · · ·					
	Budgeted		344,052		263,188		263,188	
E	xpended		254,560	74%	274,391	104%	68,494	26%
Encumbrance	Balance	R	26,894		0	3	27,787	3
					*encumb rolled			
Total - Payrol	I and Opera	ting Expense	1,280,354	79%	1,389,779	89%	365,475	23%
	ges nts pending G	overnor's reprt) djs: SCO/Fiscal/etc.	80,864		101,864		101,864	
DMV Adminis *(deduction ma		•	78,000 4		78,000	4	78,000	4
	- d	*	1 G12 E22		1 564 042	,	1 571 460	
Total Declared		*	1,613,522 1,280,354	79%	1,564,043	89%	1,571,463 365,475	23%
Total Budget	eu		1,200,354	19/0	1,309,779	09 /0	365,475	23/
Total Budgeto Total Expend							2.046.670	
Total Expend			1 541 923		2 016 910			
			1,541,923		2,016,910		2,916,670	
Total Expend	ered but not	vet expended are t		res. Encumbr		are held in abeva		ears after
Total Expend RESERVES 3 Funds encumb			reated as expenditu	***************************************	ance balances a			ears after
Total Expend RESERVES 3 Funds encumb fiscal year's er	nd, and any b	palance remaining a		leased and ret	ance balances a	ard's fund.	ance for two ye	

	13-14	14-15	15-16	16-17	17-18	
ıly	45,607.00	68,125.00	64,200.00	50,376.00	31,415.00	
,	10,001.00	00, 20.00	01,200.00	00,070.00	0,110.00	
ugust	61,800.00	24,600.00	62,700.00	82,057.00	85,886.00	
eptember	57,715.00	127,577.00	68,148.00	97,783.00	66,836.00	
ctober	62,325.00	71,935.00	54,000.00	89,275.00	0.00	DEALER FEES
ovember	33,900.00	56,700.00	86,358.00	42,410.00	0.00	FIVE YEAR COMPARISON
ecember	71,746.00	76,132.00	76,272.00	24,600.00	0.00	
inuary	96,300.00	66,612.00	57,300.00	25,220.00	0.00	
ebruary	86,792.00	36,900.00	74,528.00	75,410.00	0.00	
1arch	65,100.00	95,710.00	76,500.00	130,017.00	0.00	
pril	42,648.00	35,644.00	66,600.00	67,375.00	0.00	
/lay	49,296.00	34,732.00	50,910.00	96,550.00	0.00	
une	84,000.00	82,746.00	80,230.00	72,860.00	0.00	
td	757,229.00	777,413.00	817,746.00	853,933.00	184,137.00	

NEW MOTOR VEHICLE BOARD

EXPENDITURE REPORT FOR THE FIRST QUARTER OF FISCAL YEAR 2017-2018 $\,$

(25% of fiscal year) **ACCOUNT BUDGETED EXPENDITURE** BALANCE CODE **DESCRIPTION** AMOUNT EAR TO DATE REMAINING **PAYROLL EXPENSE** 1000 0030 Salaries - full time staff 813,996 184,487.00 629,509 0330 Salaries - part time staff 74,196 958.00 73,238 0830 Overtime 0.00 0 0 0990 0 0.00 Salary Savings (minus) 0 0020 TOTAL - salary expense 888,192 185,445.00 702,747 1010 TOTAL - staff benefits 420,083 83,749.00 336,334 **CATEGORY TOTAL** 269,194.00 21% 1000 **PAYROLL EXPENSE** 1,308,275 1,039,081 79% 3000 OPERATING EXPENSE AND EQUIPMENT 2010 General Expense 2050 4,000 Dues and membership 4,000 0.00 2230 Library purchases 10.000 9.953.00 47 300 2260 300 0.00 Minor equipment 2270 Office equipment - rent/ maintenance/ repair 200 0.00 200 2380 Miscellaneous general expense 200 16.00 184 2391 Miscellaneous office supplies 7,300 942.00 6,358 2395 Meeting expense 2,000 667.00 1,333 2010 Total - General Expense 24,000 11,578.00 12,422 **ACCOUNT BUDGETED EXPENDITURE** BALANCE CODE **DESCRIPTION** AMOUNT EAR TO DATE % REMAINING 2410 Printing 2440 Office copier expense - rent/ maintenance 1,750 0.00 1,750 2480 1,750 47.00 1,703 Miscellaneous printing expense 2410 3,500 47.00 3,453 Total - Printing 2610 Postage -meter rental & service, FedEx 9,000 2,268.00 6,732 2910 Travel In-State 2920 1,745 Lodging, mileage, misc. 2,000 255.00 5,250 2940 2,098.00 3,152 Commercial air transportation 2950 Rental cars / other travel expense 7,750 3,115.00 4,635 2910 5,468.00 9,532 Total - Travel In-State 15,000

3110	Travel Out-of-State			
3120	Lodging, mileage, misc.	1,000	0.00	1,000
3140	Commercial air transportation	1,000	1,166.00	-166
3150	Rental cars	500	2,308.00	-1,808
3110	Total - Travel Out-of-State	2,500	3,474.00	-974
3320	Training	3,038	500.00	2,538
3430	Rent - non State owned building	165,000	38,845.00	126,155
3445	Janitorial services	0	0.00	0
3450	Security services	550	0.00	550
3470	Facilities planning - DGS	10,000	277.00	9,723
3820	Professional services - internal (Attorney General)	12,000	4,392.00	7,608
4020	Professional services - external (court reporters)	18,000	565.00	17,435

ACCOUNT CODE	DESCRIPTION	%	BALANCE REMAINING	%			
CODE	DESCRIPTION				70	REMAINING	70
		-					
		-					
4324	Data processing software	_	0	1,080.00		-1,080	
4350	Data processing minor equipment	_	0	0.00		0	
4380	Pro rata statewide expense (101,864 TBA)		0	0.00		0	
4520	Equipment replacement		600	0.00		600	
	CATEGORY TOTAL						
3000	OPERATING EXPENSE AND EQUIPMEN	T	263,188	68,494.00	26%	194,694	74%
		_					
1000	PAYROLL EXPENSE	L	1,308,275	269,194.00	21%	, ,	79%
3000	OPERATING EXPENSE AND EQUIPMEN	T	263,188	68,494.00	26%		74%
	Total - Payroll and Operating Expense	_	1,571,463	337,688.00	21%	1,233,775	79%
	Pro rata statewide expense (101,864) allote	1	(see above)	0.00			
	Encumbrance balance	2	(,	27,787.00			
		_		365,475.00	23%		
				-			
	DMV Administrative charge (78,000)	3	0	0.00	0%	0	
	Grand total - fiscal year 2017-2018		1,571,463	365,475.00	23%	1,205,988	77%

¹ Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's reports.

The Board will deduct the Pro rata expense at the end of FY 17/18.

3	DMV Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and
П	business services; however, this amount is not treated as an allocation and is not captured in the attached detail - deduct end of FY 16/17.
 H	

² Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.

DEPARTMENT OF MOTOR VEHICLES

								UF MOTOR V ue Summai							
	***************************************				000000000000000000000000000000000000000	0400400	***************************************	ear 2017-20		000000000000000000000000000000000000000	000000000000000000000000000000000000000	000000000000000000000000000000000000000	000000000000000000000000000000000000000	000000000000000000000000000000000000000	
	***************************************							t Quarter							
			July	August	September	October	November	December	January	February	March	April	May	June	YTD
		Н													
Object Cod	e 12 13														***************************************
0100-New M V	***************************************		31,415.00	85,886.00	66,836.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	184,137.00
0200-NM VB F	Filing Fee		1,400.00	400.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,800.00
0300-NM VB <i>A</i>	Annual Fe	e	0.00	844,639.00	232,467.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,077,106.00
1213 Object	Total	Ш	32,815.00	930,925.00	301,303.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,265,043.00
		Ш													
Object Cod															
0800-Misc. S∈		Ш	192.00	0.00	0.00	0.00	0.00	 	0.00	0.00	0.00	0.00	0.00	0.00	192.00
1425 Object	Total		192.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192.00
			•••••												
Object Cod		Ш													
1000-Arbitratio	********************************	ın 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1614 Object	Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Revenue th	is Mont	h	33,007.00	930,925.00	301,303.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,265,235.00
			×			a									***************************************
Revenue												ш			
Year to date	e	x) 4	33,007.00	963,932.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00	1,265,235.00
	-														
		1	Reimburseme	ent of costs ass	ociated with colle	ection of Arbitrati	on Certificatio	n Program Fee	es						